

**Mayor and Councillors  
COUNCIL**

26 APRIL 2018

Meeting Status: **Public**

Purpose of Report: For Decision

**CONSIDERATION OF SUBMISSIONS - LEASE FOR  
MAZENGARB RESERVE, PARAPARAUMU CROQUET CLUB**

**PURPOSE OF REPORT**

- 1 The purpose of this report:
  - a) is to consider three submissions made towards the proposal to enter into a lease agreement with Paraparaumu Croquet Club for land at Mazengarb Reserve; and
  - b) seeks Council's approval to enter into a lease agreement with the Paraparaumu Croquet Club, for Council owned land at Mazengarb Reserve.

**DELEGATION**

- 2 The Council has the authority to consider this matter.

**BACKGROUND**

- 3 At the 25 January 2018 meeting, the Council considered a lease agreement with the Paraparaumu Croquet Club for land at Mazengarb Reserve and resolved:

*"That the Kāpiti Coast District Council authorises the Chief Executive to undertake the required public notification process for the lease proposal as outlined in this report (CS-18-418) for the land at Mazengarb Reserve, Paraparaumu, shown in Appendix 1, to the Paraparaumu Croquet Club.*

*If any submissions or objections are made, these are considered at the Council meeting of 26 April 2018."*

- 4 The original report, CS-18-418, is attached as Appendix 1.
- 5 From 31 January 2018, public notification on the lease commenced and three submissions were received electronically. Copies of these submissions are attached as Appendix 2.

**ISSUES AND OPTIONS**

**Issues**

- 6 Of the three submissions received, two were in support of the proposed lease and one against, as shown in the following table:

Name	Support/Against	Comments
Mr Ricardo Reis	Support	Nil
Mr Karl Webber	Support	Nil
Mrs Joan Pritchard	Against	I feel the croquet club should be offered at least a ten year lease so that they have the stability of tenure and are thus able to make long term plans for a facility which is of benefit to all ages of Kapiti residents.

- 7 None of the submitters have requested to speak to their submission.
- 8 If the lease is approved, it is proposed the lease term is for five years only. As set out in the report to Council on 25 January 2018, this would allow time for discussions regarding details of any lease to be put in place at the conclusion of the five year term, including the amount of Council's annual contribution to maintenance of the lawns and possible future options for the club.

## CONSIDERATIONS

### Policy considerations

- 9 There are no policy considerations.

### Legal considerations

- 10 The Reserves Act requires that Council give public notice of the new lease proposed to be granted. A period of not less than one calendar month must be provided by the Council for objections or submissions to be received. Council must consider any submissions. This report is considering the submissions received during the public notification period.

### Financial considerations

- 11 There are no financial considerations.

### Tāngata whenua considerations

- 12 There are no known tāngata whenua considerations relating to the submissions.

## SIGNIFICANCE AND ENGAGEMENT

### Significance policy

- 13 This matter has a low level of significance under Council policy.

### Consultation already undertaken

- 14 Public notification was published in the Kapiti News and listed on the Council's website for a period of one month.
- 15 Council Officers have kept the Club informed throughout the process.

### Engagement planning

16 An engagement plan is not needed to implement this decision.

## Publicity

17 There are no further publicity requirements.

## RECOMMENDATIONS

18 That the Kāpiti Coast District Council notes the three submissions received.

19 That the Kāpiti Coast District Council authorises the Chief Executive to enter into a lease for five years commencing 01 May 2018 with the Paraparaumu Croquet Club, for the land at Mazengarb Reserve shown in report CS-18-418 at an annual rental set by the Council in the Long Term Plan or Annual Plan.

<b>Report prepared by</b>	<b>Approved for submission</b>	<b>Approved for submission</b>
Mark Hammond <b>Parks Officer</b>	Sean Mallon <b>Group Manager, Infrastructure Services</b>	Max Pedersen <b>Group Manager, Community Services</b>

## ATTACHMENTS

- Appendix 1: Report CS-18-418.
- Appendix 2: Submissions received.

**Mayor and Councillors  
COUNCIL**

25 JANUARY 2018

Meeting Status: **Public**

Purpose of Report: For Decision

**LEASE FOR MAZENGARB RESERVE, PARAPARAUMU  
CROQUET CLUB****PURPOSE OF REPORT**

- 1 This report seeks Council's approval to enter into a lease agreement with the Paraparaumu Croquet Club, for Council owned land at Mazengarb Reserve.

**DELEGATION**

- 2 Council has the authority to consider this matter.

**BACKGROUND**

- 3 This agreement would be for part of the land area known as the Mazengarb Reserve and more particularly the area hatched white in Appendix 1 and being part of the land comprised and described in Lot 1 DP 59080. The land is classified as recreation reserve and is owned by Kāpiti Coast District Council under the Reserves Act 1977 (the Act).
- 4 The Paraparaumu Croquet Club has occupied this site since 1998 after relocating from Paraparaumu Domain. Their current lease expires on the 31<sup>st</sup> of March 2018. The club owns and occupies the club room for the purposes associated with croquet.
- 5 The Club has met with Council, signalling the desire for a new lease similar to previous years. The term of the last lease was 19 years 364 days.
- 6 The reserve was classified as Recreation Reserve in 1995, which means that leasing powers are provided by Section 54 of the Act. The maximum lease term that can be offered is 33 years.

**ISSUES AND OPTIONS****Issues**

- 7 There are limitations on activities that are permitted on this site subject to the Act. The activities proposed are consistent with the Act. It is proposed that the club continue to occupy this space by way of a lease solely for the purposes associated with the Paraparaumu Croquet Club.
- 8 Council currently maintains four croquet lawns within the leased area at a cost of approximately \$30,000. The club is charged through Council's fees and charges schedule at a lease rate of \$380.00. In addition, the Club is charged for ground rental (the 2017/18 charge is \$1,050) which is approximately 3.5% of the total operating cost to maintain the lawns.

- 9 The upcoming expiry of the lease has provided an opportunity for Council to review the details of the lease and the contribution to maintenance of the lawns.
- 10 Officers have met with the Club to have initial discussions about options going forward.
- 11 In order to allow time for these discussions to continue and the Club to make any necessary arrangements, it is proposed the lease term is only for five years.

## **CONSIDERATIONS**

### **Policy considerations**

- 12 There are no policy issues arising from this decision.

### **Legal considerations**

- 13 The Act requires that Council give public notice of the new lease proposed to be granted. A period of not less than one calendar month must be provided by the Council for objections or submissions to be received. Council must consider any submissions received. Any submissions received will be considered at the Council meeting of 26 April 2018.
- 14 New lease documentation will be drafted and will be reviewed by the Council's legal advisor before being presented to the Paraparaumu Croquet Club for signing.

### **Financial considerations**

- 15 The lease will include annual rental to be paid at the appropriate rate set annually by the Council in either the Long Term Plan or Annual Plan. Costs associated with a new lease are required to be covered by the Lessee.

### **Tāngata whenua considerations**

- 16 There are no known tāngata whenua considerations.

## **SIGNIFICANCE AND ENGAGEMENT**

### **Degree of significance**

- 17 This matter has a low level of significance under Council policy.

### **Consultation already undertaken**

- 18 The Paraparaumu-Raumati Community Board Chair has been advised of this proposed lease and is happy with the renewal of the lease as proposed.

### **Engagement planning**

- 19 An engagement plan is not needed to implement this decision.

### **Publicity**

- 20 As this is technically a new lease on Reserve land, one month public notification is required. The requirements of the Act define public notice to be: publishing the notice once in a newspaper circulating in the area in which the reserve is



situated and in such other newspapers (if any) as the administering body decides.

- 21 The appropriate Council communication channels will be used to ensure key stakeholders and audiences are aware of the process and outcome.

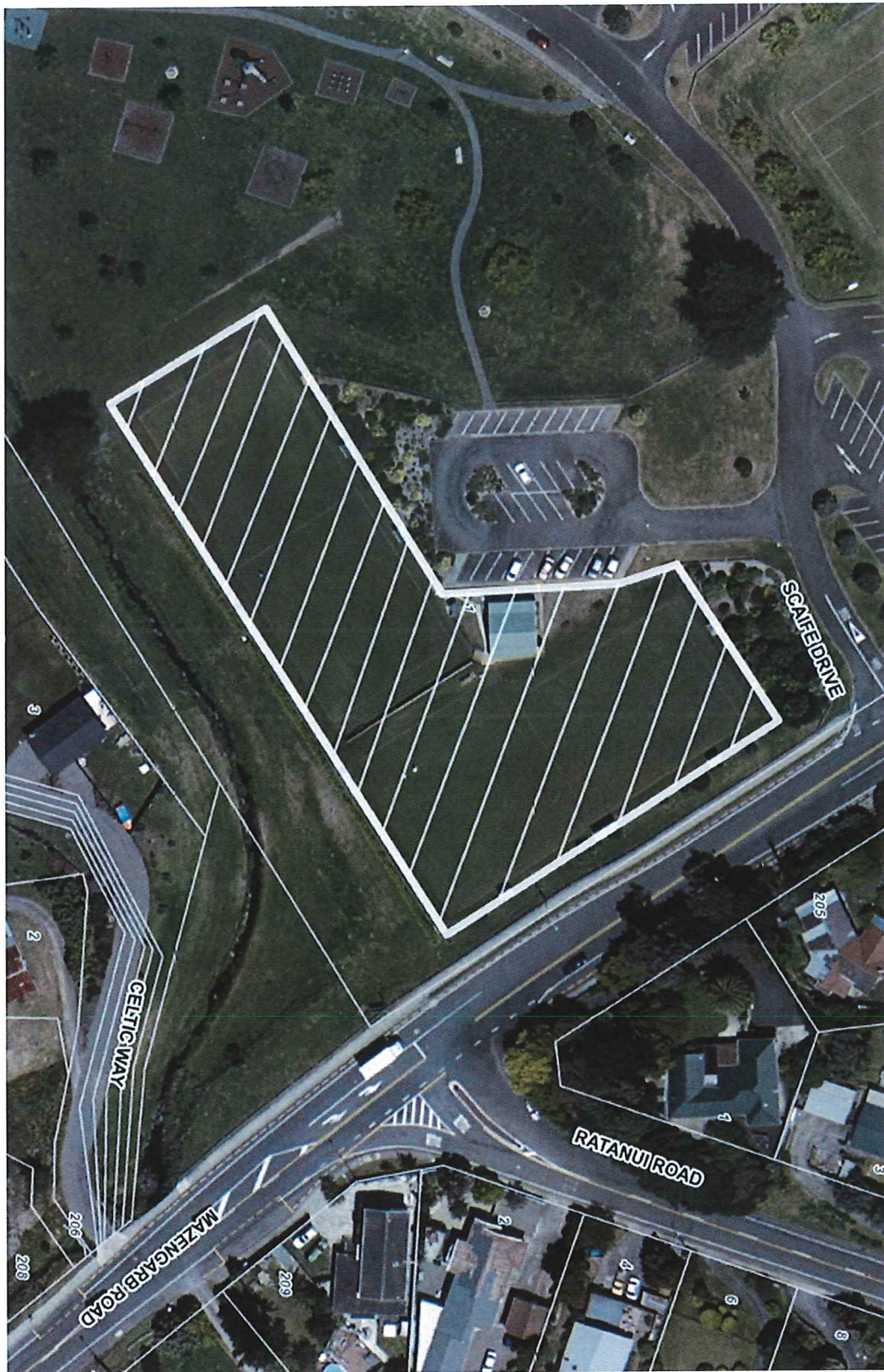
## RECOMMENDATIONS

- 22 That the Kāpiti Coast District Council authorises the Chief Executive to undertake the required public notification process for the lease proposal as outlined in this report (CS-18-418) for the land at Mazengarb Reserve, Paraparaumu, shown in Appendix 1, to the Paraparaumu Croquet Club.
- 23 If any submissions or objections are made, these are considered at the Council meeting of 26 April 2018.
- 24 If no submissions or objections are received, that the Kāpiti Coast District Council authorises the Chief Executive to enter into a lease for five years commencing 01 April 2018 with the Paraparaumu Croquet Club, for the land at the Mazengarb Reserve shown in Appendix 1 to report CS-18-418 at an annual rental set by the Council in the Long Term Plan or Annual Plan.
- 25 That the Kāpiti Coast District Council authorises Council Officers to engage in conversations with the Kapiti Croquet Club regarding future lawn maintenance arrangements.

Report prepared by	Approved for submission	Approved for submission
Mark Hammond <b>Parks Officer</b>	Max Pedersen <b>Group Manager, Community Services</b>	Sarah Stevenson <b>Group Manager, Strategy &amp; Planning</b>

## ATTACHMENT

Appendix 1: Aerial map



## Appendix 2A

**Make Submission**

<b>Consultee</b>	mr Ricardo Reis (76459)
<b>Email Address</b>	
<b>Address</b>	
<b>Event Name</b>	Proposed new lease to Paraparaumu Croquet Club
<b>Submission by</b>	mr Ricardo Reis (76459)
<b>Submission ID</b>	PCC-1
<b>Response Date</b>	31/01/18 9:17 AM
<b>Status</b>	Submitted
<b>Submission Type</b>	Web
<b>Version</b>	0.1
<b>Submitter details</b>	
<b>Is this an individual submission?</b>	Yes
<b>Contact details</b>	
	Mr
<b>First and Last Name</b>	Ricardo Reis
<b>Address (*indicate your preference for response)</b>	
<b>*Address</b>	
<b>*Email</b>	
The Kāpiti Coast District Council wishes to enter into a five year lease with the Paraparaumu Croquet Club. The proposed lease is for land owned by Council at Mazengarb Reserve, Paraparaumu.	
<b>Do you support this proposal?</b>	Yes
<b>Submission Status</b>	
<b>Are:</b>	



## Make Submission

Consultee	Mr karl Webber (74951)
Email Address	
Address	
Event Name	Proposed new lease to Paraparaumu Croquet Club
Submission by	Mr karl Webber (74951)
Submission ID	PCC-2
Response Date	1/02/18 2:11 PM
Status	Submitted
Submission Type	Web
Version	0.1
Submitter details	
Is this an individual submission?	Yes
Contact details	
	Mr
First and Last Name	Karl Webber
Address (*indicate your preference for response)	
*Address	
*Email	
Contact phone number	
The Kāpiti Coast District Council wishes to enter into a five year lease with the Paraparaumu Croquet Club. The proposed lease is for land owned by Council at Mazengarb Reserve, Paraparaumu.	
Do you support this proposal?	Yes
Submission Status	

## Make Submission

**Consultee**

Mrs Joan Pritchard (73345)

**Email Address**

**Address**

**Event Name**

Proposed new lease to Paraparaumu Croquet Club

**Submission by**

Mrs Joan Pritchard (73345)

**Submission ID**

PCC-3

**Response Date**

6/02/18 6:28 PM

**Status**

Submitted

**Submission Type**

Web

**Version**

0.1

**Submitter details**

**Is this an individual submission?**

Yes

**Contact details**

Mrs

**First and Last Name**

Joan Pritchard

**Address (\*indicate your preference for response)**

**\*Address**

17 Mahana Road Paraparaumu Beach

**\*Email**

**Contact phone number**

The Kāpiti Coast District Council wishes to enter into a five year lease with the Paraparaumu Croquet Club. The proposed lease is for land owned by Council at Mazengarb Reserve, Paraparaumu.

**Do you support this proposal?**

No

What comments would you like to provide on the proposal?

I feel that the croquet club should be offered at least a ten year lease so that they have stability of tenure and are thus able to make long term plans for a facility which is of benefit to all ages of Kapiti residents.

**Submission Status**

**Are:**